GC Meeting Agenda Minutes  
September 19th 2017 – 1pm (CET – Geneva time)

**Attendance**

<table>
<thead>
<tr>
<th>Governing Members</th>
<th>Council</th>
<th>In attendance</th>
<th>Apologies</th>
<th>Absent without apology</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Te Patu</td>
<td>E. De Cata</td>
<td>M. Lomazzi</td>
<td>B. Nansalmaa</td>
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<tr>
<td>D. Walker</td>
<td>M. Lomazzi</td>
<td>P. Orris</td>
<td>T. Piggott (replaced by A. Katar)</td>
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<tr>
<td>L. Rispel</td>
<td>M. Gissler</td>
<td>J. Lewis</td>
<td>I. Hernández</td>
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<td>M. Asnake</td>
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<td>B. Borisch</td>
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<td>M. Lombera</td>
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<td>V. J. Mendez Dussan</td>
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<tr>
<td>T. Salahuddin</td>
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<td>D. Mendez Dussan</td>
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<tr>
<td>A. Katar</td>
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<td>B. Kondji</td>
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<tr>
<td>W. Ricciardi</td>
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<td>R. Kondji</td>
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1.0 Session Opening – (M. Moore)

2.0 Adoption of the Agenda — (M. Moore)
- The Agenda was adopted with no additions.

3.0 Approval Minutes April GC TC June 8th 2017 – (M. Moore)
- The minutes were adopted.

4.0 World Congress on Public Health (M. Moore & M. Lomazzi)
   4.1 Melbourne 2017
      4.1.1 Financial statement
      - The final income from the 2017 WCPH has been around $100,000 AUD (Australian dollars), of which around 50,000 AUD will go to the World Federation, minus some expenses already paid for WFPHA. The net income for the WFPHA will be around $30,000 AUD. Financial reports will be sent to E. De Cata and the International Office.
      4.1.2 Evaluation— the following comments were received in writing and discussed.
      - The GC remarked that probably the WFPHA logo was not prominent during the WCPH in Melbourne, perhaps we need to change this for Rome 2020 and make it more visible.
      - The GC remarked that probably the World Congress in Australia did not feel like a “World” Congress, but more like an “Australian conference” with some international attendees.
- The GC remarked that probably for the next Congress it would be a good idea to have a “dedicated space” for the governing council members and all those involved in the World Congress as international guests and speakers. For example: by having a dedicated registration booth for them or also inviting them as active actors during official events, e.g. welcoming guests and representing the Federation.

4.1.3 Streaming

- The Videos of the sessions recorded during the World Congress have been partially posted on social media and the WFPHA YouTube channel. The physical DVD with all Congress recording has been sent from the Australian Office to the HQ in Geneva, once received all the remaining videos will be posted too;

- Some members of the GC remarked that probably the Next World Congress could be streamed, as many people could not attend due to cost. In Melbourne the social media Twitter was very effective in terms of visualizations and number of “tweet”.

4.2 Next World Congress of Public Health, Rome 2020

4.2.1 MoU (Memorandum of Understanding) and logo proposal

- The MoU was developed after a long and complex process of negotiation jointly between WFPHA, SItI, EUPHA. The MoU is in attachment to the minutes;

- There will be three committees (CMC Congress Management Committee; ICC, International Congress Council, ISC, International Scientific Committee: the description of the committees is available in the attached MoU).

- Any surplus from the Congress (after PCO agreements) will be shared between the WFPHA and SItI and EUPHA as follows:

  • WFPHA: 40%  • EUPHA: 40%  • SItI: 20%

Some members of the GC indicated they would have appreciated being more involved in the discussion on the MoU and about these sharing percentages that are different from usual. In future it should always be 50% of surplus to go to WFPHA but in the case of Rome 2020, a different contract and logic will apply (specific societary fees are guaranteed to WFPHA and full risk contract with PCO);

- Name and logo are not completely set; the three parts are finding an agreement on these. GC is invited to provide their input to the proposed logo.

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1 SItI (Italian Society for Hygiene and Preventive Medicine)
2 European Public Health Association
- All the parties involved in Rome 2020 Congress will need to agree on the Congress 2020 logo before end of October 2017.

DECISION: GC approved the MoU

- Note: L. Rispel abstained from the vote.

4.2.2 Budget

- Venue “La Nuvola” in Rome was visited by M. Moore and M. Lomazzi in June 2017 and the budget is calculated on an estimated number of 4,000 participants attending;
- This is the first time that we are proposing a full-risk clause in the contract where the PCO assumes all the risk of a potential loss. The negotiations with PCO are being conducted by the Italian partner;
- Once the PCO agrees, WFPHA will be guaranteed:
  a. US$ 30k as a contribution to our expenses as per BID Proposal Packet – to be received in March 2018
  b. €100k of society fee – to be received after the Congress
  c. €30k for travels and meetings to be organized before the Congress and to make marketing and advertising of the Congress – to be received after the Congress

5.0 Charter implementation

5.1 Laetitia Rispel reported on the 13th annual conference of PHASA “A Global Charter for the Public’s Health: Implications for Public Health Practice in South Africa”:

The Conference was in September 3-7th in Johannesburg, but there were some problems with venue location. Regarding the attendance, only 230 people attended and from the financial point of view, this meant no income, but only break-even for the cost associated to the conference. L. Rispel will write a more detailed paragraph on the Conference and send to E. De Cata.

Concerning the Public Health Association of South Africa (PHASA), L. Rispel informed the GC that the association is suffering financial problems and that a new president is now in charge of PHASA, Andre Rose.
5.2 International Public Health Forum on the Global Charter for the Public’s Health – Cameroon

D. Kondji Kondji was not present in teleconference, he will report on this at the next GC Conference.

5.3 New Diplomats of the Global Charter (M. Lomazzi)

- M. Lomazzi: We are developing several projects to implement the Charter. The Diplomat Campaign is ongoing. WFPHA is looking for ambassadors who want to sustain the Charter and apply it to their context. Amongst the latest Diplomats we have: Yves Charpak, Yang Weizhong-Yang, Ildefonso Hernández-Aguado, Deborah Klein Walker, Peter Archer. Many thanks to L. Rispel, who has indicated her intention to be Diplomat of the global Charter.

5.4 The 2018 Annual Meeting of the Network TUFH (Towards Unity for Health): Community Empowerment for Health: A Multi-Sectoral Approach (L. Rispel)

Next annual conference of this network will be in Ireland. The TUFH is asking the Federation to be a conference partner, L. Rispel asks the GC if it would be good to join with them. After a discussion, it is decided not to partner as WFPHA in this occasion and that a policy will be developed in cases like this one. The policy above will be drafted by M. Moore, M. Gissler, D. Walker, M. Lomazzi, L. Rispel and M. Lomazzi.

6.0 DISCUSSION: World Congress and workshop strategy: a way to plan public health actions but also to generate income for WFPHA (M. Moore & M. Lomazzi)

1. The possibility of holding the WCPH every 2 years

M. Lomazzi and M. Moore put the following idea: The WFPHA is working on ways to increase visibility for the Federation and the Global Charter and also to increase our income. The WCPH is currently held every three years. To boost both aspects, it is appropriate to consider a proposal to hold a WCPH every two years, taking also in account the high number and high level of bids WFPHA receives at every call, is submitted to the GC. If the proposal is accepted by the GC, after Rome 2020, the WCPH will be held every 2nd year. The call for bids will be sent in 2018 and bids for two world congresses (for the call in 2018, application for congresses in 2022 and 2024) will be selected. The same process will run every two years to have a plan on middle term for the world congresses and allow proper preparation and advertisement. The rules currently applied to world congress selection remain unchanged.

- Some members of the GC express doubts about the feasibility in terms of the following:

  * Workload for the whole Federation and
  * In terms of opportunity, as a Congress held every 2 years
  * The competition of many biannual health congresses.
* The consequential risk of having less attendees may arrive.

M. Lomazzi will draft a document analysing the advantages and disadvantages of organizing a WCPH every 2 years for consideration of the next GC and to be taken to the GA in May 2018.

D. Walker requests that it should be included a cost benefit analysis of possible biennial congresses (instead of tri-annual). She also suggests that all the amounts related to the Congress are expresses in the same currency (not euro and US$ as it could be confusing).

2. Workshops

In between the word congresses a proposal to run a *workshop* on advocacy, governance and leadership under the Global Charter framework is submitted to the GC. The workshops will target a specific topic in line with the federation policies and activities i.e. a working group activity or a policy developed by the federation. The workshops can be run in Geneva, prior to the WHA, organized by the international office, or hosted by a member PHA, possibly in conjunction with their annual congress or other events, as appropriate. A “pilot” Workshop on Antimicrobial Resistance will be organized in May 2019 at the Campus Biotech, organized by the International Office.

DECISION:- The GC approves this idea as a trial.

If this workshop turns out to be successful, we will re-propose it annually with a different topic and location. The International Office will send the details about the above workshop soon.

- During the discussion, the GC also talks about other ideas:
  a. the possibility of organizing Webinars to train and engage people online;
  b. the possibility of organize a Regional meeting in between the World Congresses.

7.0 Strategic plan – update (L. Rispel)

There will be a Skype meeting at the end of October between L. Rispel and M. Lomazzi regarding the Strategic plan.

8.0 New members (M. Lomazzi)

8.1 WONCA: This is a World organization of family doctors. They had collaborated our side event at UN in May 2016

8.2 Planetary Health Alliance: Network of Universities and NGOs.

DECISION: The GC approves the idea of a mutual partnership in principle. The process will be as usual managed by the membership Committee, that will present the membership application to GC and then GA for approval (May 2018).
9.0 New working groups

9.1 Indigenous health (A. Te Patu)

- The working group has been formally created in Melbourne during the 15WCPH and was supported ‘in principle’ at the GA in Melbourne

- Indigenous peoples in developed and developing countries should both be included in the work of the WG. Also the ones who do not speak English as first language and care needs to be taken to include those from other than developed countries.

- A. Te Patu will take contact Penelope Strauss. As young professional she’d like to be engaged with the indigenous health WG.

Currently, Adrian Te Patu (NZ Co-Chair), Emma Rawson (NZ Co-Vice Chair), Carmen Parter (Aus Co-Chair) and Summer May Finlay (Aus Co-Vice) are the interim working group. As the interim group, they are working on formalizing the group and met face to face for the first time since the conference in Tweed Heads, northern NSW Australia, on Monday the 4th of September. They have put together a little video from the meeting: goo.gl/DaUfgH

The next steps for the WG are to complete paper work, draft a terms of reference and have it ratified by the Governing Council. Given all the members are all working and involved with the Public Health Associations in their countries, this may take some time, at latest May 2018, as the aim is to have the Working Group underway for the Meeting in Geneva in May next year.

10.0 News from SYP WG (T. Piggott replaced by A. Katar)

- The WG has done two surveys with around 200 responses from students and young professionals highlighting what can be done better, what is good, how to engage more young professionals in the public health arena. A report will be done at the end of the year 2017. There will be a WebEx meeting next week for finalizing paper. More info on the paper are available at goo.gl/krgCuW;

- Different working groups have been connected with young professionals. Need to increase communication flows;

- The aim is to increase the student and young professional attendance to the next World Congress, it is important to plan “more affordable” entrance passes. In Melbourne, there were around 320 students and young professionals.

11.0 Fundraising update (E. De Cata & M. Lomazzi)

11.1 Membership fees
- E. De Cata: Almost $22,000 in membership fees. Some have paid already, and some have not, especially the smaller organizations. We are sending reminders. Attached to these minutes is the list of members who have not paid yet, we have already collected 75% of the fees. Any assistance in encouraging payment would be appreciated.

- The new way that membership fees are endorsed is working well- for example Germany has three public health associations, each association does not pay full amount (of $5,000) but each has paid $1,500.

11.2 Atlas

- The Vaccine Atlas Proposal has been submitted but could not find any financial support, so it is on standby.

12.0 Communication approach (M. Lomazzi)

- The World Federation of Public Health Association should have a distinct and consistent communication format with the public and with its members. The International Office is drafting a working guideline for interns and any others that utilize the WFPHA digital platform to communicate with members and the public. The document will be submitted in May 2018.

- Our interns at the International Office are managing the Social Media, Mailchimp, Newsletter, YouTube, Website to increase awareness of events, spread the Charter and the Melbourne Call for Action.

- Videos are encouraged, please send to us to show us what you are doing and we will post them.

13.0 AOB

13.1 Draft Statement about the Treaty on the Prohibition of Nuclear Weapons. M. Moore has signed the document as in line with our policies. Shared with GC for information. The document is available here.

13.2 Iatrogenesis: Analysis, control and prevention. As I. Hernandez is not at the meeting, this document will be discussed at the next GC meeting.

13.3 Leadership Group of the Global Coalition for Circulatory Health (Draft Outcome Paper and Concept Note)

- M. Moore has been approached to be a member of the Circulatory Group- is attending the next meeting through teleconference to see if WFPHA can be involved.
- M. Moore will report to GC through email after the meeting.

AOB:
Check out the WFPHA Speak up in the Advocacy section of the website
www.wfpha.org/policy-and-advocacy/wfpha-speaks-up/2017

Attachments

1. MoU Rome 2020

Memorandum of Understanding on Co-Organization of the

16th World Congress on Public Health 2020

Article 1: Event

This contract between WORLD FEDERATION OF PUBLIC HEALTH ASSOCIATIONS (WFPHA) and SOCIETÀ ITALIANA DI IGIENE, MEDICINA PREVENTIVA E SANITA’ PUBBLICA (SItI) and EUROPEAN ASSOCIATION OF PUBLIC HEALTH (EUPHA) dated below shall be in effect for the following:

Program Name: 16th World Congress on Public Health

Purpose: To organize, convene and host the 16th World Congress on Public Health (WCPH)

Dates: October 13th to 17th, 2020 (tentative dates)

Location: Rome, Italy

Article 2: Purpose

The WFPHA holds, on a bi-triennial basis, an international forum focusing on global public health. The World Congress on Public Health (WCPH) provides an opportunity for WFPHA members and other interested parties to come together to exchange information and experiences and to learn new skills and practices in order to advance public health.
The object and purpose of this Memorandum of Understanding (MoU) is to confirm the awarding of hosting the 16th World Congress on Public Health to Società Italiana di Igiene, Medicina Preventiva e Sanità Pubblica (SItI) and European Association of Public Health (EUPHA) and to define the roles, function and responsibilities of the WFPHA and SItI and EUPHA, as well as the terms and conditions relating to organizing, hosting and managing the WCPH.

Article 3: Organizational Responsibilities:

SItI and EUPHA, as the host associations, will be responsible for the organization and management of the WCPH and for fund-raising in support of the Congress, in consultation with WFPHA. Specifically, SItI and EUPHA shall:

1. Either provide or contract for logistical support services for the Congress.
2. Appoint an international Congress Management Committee (CMC) consisting of two senior representatives of WFPHA, SItI and EUPHA. PCO representative or selected experts as deemed appropriate by the CMC can be invited to attend CMC meetings as observers.

Tasks of the CMC:
1. Full managerial and financial management responsibility for the Congress.
2. Contract, through the PCO, with the conference venue and all other conference suppliers of goods and services.
3. Report on a regular basis to the Executive and Governing bodies of WFPHA, SItI and EUPHA on progress related to the planning of the WCPH.
4. In consultation with the international congress council (ICC), solicit nominations for and select the Leavell and Public Health Excellence awardees as well as the Lifetime Achievement and Organizational Excellence Awardees.
5. Delegate and supervise that tasks as reported in the tasks list (annexed to this MoU) are performed appropriately.

The WFPHA, SItI, EUPHA will:
1. Identify senior representative(s) to sit on and be active members of the CMC, ICC and International scientific (quality) committee (ISC).
2. Identify, in consultation with the ICC, and invite international plenary speakers.
3. Identify, in consultation with the ICC, topics for and invite the submission of planned sessions from international contacts.
4. Assist, in consultation with the ICC, with the development of the Congress program.
5. Seek funding from corporate and international sponsors, especially to support the participation of delegates.
6. Organize its own Governing Council/Board and other association’s Annual Meetings. Logistics to be provided by EUPHA/PCO as per tasks list.

The International Congress Council (ICC) will:
1. Develop, in consultation with the CMC, the scientific program including subthemes and plenary programme of the WCPH and identify speakers/panellists/moderators of the plenary sessions.
2. Contribute to public relations and promotion activities of the WCPH and distribute through their networks public relations and promotion materials including Announcements, Newsletters, etc.

3. Contribute to the evaluation of the WCPH by distributing through their networks evaluation forms.

The ICC consists of representatives from the three parties (WFPHA, SItI, EUPHA). Each association will provide a list of potential 10 members. The final composition of the committee should be agreed by the CMC and not exceed 20-25 people in total. CMC representatives will sit on the ICC. The ICC meets two times a year when feasible face to face in concomitance with EUPHA and WFPHA General Assembly or via teleconference.

The International Scientific Committee (ISC) will:
1. Advise the ICC on scientific matters of the conference.
2. Score all abstracts (workshops, orals; pitches, posters).
3. Contribute to the scientific evaluation of the conference.

The ISC consists of experienced public health experts from around the world nominated by WFPHA, EUPHA and SItI. Each association will provide a list of potential 60 members. The final composition of the committee should be agreed by the CMC and not exceed 150 people in total. All thematic fields of public health and health services are represented in the ISC: from child and adolescent public health to urban public health. Also various work domains - research, policy, practice, training and education – are represented. The ISC meets during the conference in 2020.

Article 4: Revenue Generation and Financial Liability

The WFPHA and SItI and EUPHA will jointly develop a revenue-generation plan and budget for the WCPH. This plan will define the potential sponsors/donors, and who will be responsible for approaching each. Sponsors of the Congress must agree to and abide by the agreed Policy on Funding, Donations and Sponsorship.

The characteristics of this event impose management that involves the exploitation of know-how in the associations involved and the involvement of a PCO with international experience in similar events which is ready to accept a "full risk" contract in the event of economic losses and profit sharing. The proposal of PCO and the contract is done by the Italian members of CMC and approved by the CMC.

The PCO will be responsible for managing all revenues generated, except in the case where donors prefer to send their funds to the WFPHA, SItI, EUPHA bank accounts. PCO, WFPHA, SItI, EUPHA will maintain a joint up-to-date revenue reporting system.

Any surplus from the Congress (after PCO agreements) will be shared between the WFPHA and SItI and EUPHA as follows:

- WFPHA: 40%
- EUPHA: 40%
- SItI: 20%
In March 2018, the congress bid awardee will allocate a seed funding contribution of USD 30,000 to WFPHA as a contribution to their expenses as per BID Proposal Packet. WFPHA and EUPHA will receive a contribution of EUR 30,000 for the travel expenses for the attendance of meetings. SItI will receive a contribution of EUR 15,000 for the travel expenses for the attendance of meetings. These contributions are included in the Congress budget.

SItI and EUPHA must ensure that Euro foreign exchange and banking law and policies do not impede its capacity to receive and manage contributions from foreign sources, or to provide travel-related support (e.g., travel scholarships) to delegates from other countries, if needed.

Article 5: Congress Planning/Organization

The CMC will meet on a regular basis as established by SItI and EUPHA and WFPHA, with at least one face-to-face meeting in 2018 and in 2019.

Article 6: Cancellation/Suspension of Event

In the case that SItI and EUPHA are unable to host the Congress, or the WFPHA Governing Council deems that the Congress is at risk, the WFPHA Governing Council may take the decision to defer the Congress to the following year or seek an alternate host association/organization. Such decision shall only be taken after due deliberation and after giving sufficient opportunity to SItI and EUPHA to respond to any concerns. The reasons for the taking of such a decision shall be made explicit and shared with the relevant parties.

Article 7: Other Terms and Conditions

- The WCPH must be smoke-free and held in smoke-free environments.
- All hotels used to lodge delegates must preferably be smoke-free and not owned or operated by tobacco companies or their affiliates.
- The Congress venue must meet generally acceptable standards for accommodation of persons with disabilities.
- Sponsors and exhibitors must be companies and organizations whose operations are in keeping with the agreed Funding, Donations and Sponsorship policy.
- The WFPHA, SItI and EUPHA will be provided with a well-placed, no-cost exhibition space with appropriate accessories (tables, chairs, and signage).
- Exhibition space should be made available at no-cost for the host country of the subsequent WCPH and EPH Conference.
- There should be office space and a reception area at the Congress site for receiving invited speakers and guests.
- No unilateral changes can be made to the Congress Program by either party.
- Any modification to the structure of the Congress’ Committees and Program will be made by consensus among the WFPHA and SItI and EUPHA.
- Efforts will be made by SItI and EUPHA to run a "green" conference.
- WFPHA, SItI and EUPHA will be granted 20 waived entrance fees each.
Article 8: Congress name and logo
The name of the Congress is "16th World Congress on Public Health". The Congress logo, as agreed by the CMC, as well as the congress name should be applied to all materials related to the congress exclusively. Logos of WFPHA, Siti or EUPHA can be added jointly to the congress logo on specific materials when deemed appropriate by the CMC. No other conference logos or names should be in any way associated to the congress.

Article 9: Contact Information
Primary Organization: World Federation of Public Health Associations
Primary Officer: Michael Moore, WFPHA President
Secondary Officer: Marta Lomazzi, WFPHA Executive Manager
Mailing Address: c/o Institute of Global Health, University of Geneva
Campus Biotech – G602, Chemin des Mines 9
CH-1202 Genève Switzerland

Host Organization Information: SItI
Primary Officer: Carlo Signorelli, Past-President, co-chair of the Congress
Secondary Officer: Walter Ricciardi, co-chair of the Congress
Mailing Address: Viale Città d'Europa 74, 00174 ROMA EUR

Host Organization Information: EUPHA
Primary Officer: Natasha Azzopardi Muscat, EUPHA president
Secondary Officer: Dineke Zeegers Paget, EUPHA Executive Director
Mailing Address: EUPHA, Post Box 1568, 3500 BN Utrecht, The Netherlands

Article 9: Dispute resolution
Disputes, differences and claims if any arising from this MoU shall be referred to the arbitral tribunal consisting of three members appointed by the parties, for adjudication and passing of award in terms of the Swiss Arbitration and Conciliation Act 1996.

Article 10: Jurisdiction
It is agreed that the Courts of Switzerland (Geneva) shall be court of jurisdiction for the purpose of filing proceedings.

**Article 11: Severalty**

If any of the term agreed herein is declared null and void the remaining terms shall be operative and binding on the parties.

**Article 12: Notification**

Notice sent by registered post with acknowledgement due card, by e-mail, to the parties at the address as stated herein shall be deemed to constitute good service.

By signing and dating this Agreement, the WFPHA and SItI and EUPHA agree and accept the within terms and conditions.

**On behalf of the World Federation of Public Health Associations:**

Michael Moore, President  
Date

**On behalf of SItI:**

Carlo Signorelli, Past president  
Date

**On behalf of EUPHA**

Natasha Azzoppardi Muscat, President  
Date
Dineke Zeegers Paget, Executive Director

Date

Attachments

2. Membership Fees
<table>
<thead>
<tr>
<th>WFPHA Region</th>
<th>Country</th>
<th>Association Name</th>
<th>Status</th>
<th>Payment category</th>
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<tbody>
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<td>Sociedad boliviana de salud publica - Bolivian Society of Public Health</td>
<td>Full Member</td>
<td>C2</td>
<td>250.00</td>
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<tr>
<td>AMERICAS</td>
<td>Brazil</td>
<td>(ABRASCO) - Brazilian Association of Collective Health</td>
<td>Full Member</td>
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<td>will be paying soon</td>
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